

## **ARMORY BOARD**

### **Meeting Minutes**

**Tuesday, September 24, 2002**

**3:30 p.m.**

**Fauquier County Armory Board**

**Harvey L. Pearson National Guard Armory**

#### **1. Call to Order & Opening Remarks:**

Chairman, Harvey Pearson, called the meeting to order on Tuesday, September 24, 2002 at 3:30 p.m.

#### **Board Members Attending:**

Harvey L. Pearson, Chairman  
Joe Winkelmann  
Fred G. Wayland  
Ray Willingham  
Willis Risdon  
Michael Muztafago  
Jean Lou Combemale

#### **Staff Attending:**

Anthony I. Hooper, Assistant County Administrator  
Billy Jenkins, Operations/Support Services Supervisor  
Lynn Balamuta  
Larry L. Jolliffe

#### **2. Minutes:**

A motion was made by Willis Risdon, seconded by Ray Willingham, and approved to accept the minutes from the previous meeting.

#### **3. Financial Report:**

Lynn Balamuta distributed financial statements for the 2002 fiscal year. The Committee reviewed and discussed the statements noting the decline in revenue following the events of September 11<sup>th</sup> and subsequent restrictions on the use of the armory. State reimbursement of building expenses also increased during this period. The Financial Statements are attached and the Board ended the year with a balance of \$46,220.17 in the Savings Account.

Joe Winkelmann introduced the concept of developing an investment plan for idle funds. After discussion, the Board directed monthly \$2,500 be used to purchase Certificates of Deposits of a six-month term at the Pentagon Federal Credit Union.

This practice will be followed until \$30,000 has been invested in this manner. Interest is to be accrued and the funds reinvested in similar manner upon maturity. Lynn will also check with the Treasurer and Finance Director regarding investment options.

The Board also requested that Lynn prepare a comparison of rental income to be forwarded to Board members.

4. **Armory Activity Report:**

Larry Jolliffe reported that it is difficult to anticipate future rentals although he expects a continued lessening of security requirements. Rentals are now averaging \$800.00 a month.

It was suggested that Willis Risdon and Tony Hooper follow-up to market the availability of the rental space using local government websites and cable television.

5. **Building Maintenance:**

Billy Jenkins reported that the work to re-key the building was completed. The old furnace has been removed and he is awaiting the installation of a new furnace under State contracting. The converted firing range is now available for rental use. He indicated that steps to ensure a smooth election process consistent with security requirements would be in place for the November election. The landscaping funded by the State is now complete. All commented that Larry was doing a good job with building maintenance.

6. **Roundtable:**

Members all commented on the improved interior and exterior appearance of the Armory.

Ray Willingham suggested that as a matter of general policy that the Armory support the Veteran's Day and Memorial Day observations by allowing the building to be used as a site in case of rain and providing chairs for the observances when held at other locations. A motion was made and unanimously approved to adopt this policy.

Jean Lou Combemale spoke about the need to market the availability of the improved Armory facilities. Lynn Balamuta was to check historical records regarding the anniversary of the Armory construction. It was noted that Fred Wayland and Harvey Pearson were among the charter members of the Armory Board.

7. **Next Meeting:**

The next meeting of the Armory Board will be January 28, 2003 at 3:30 p.m.

With no further business the meeting adjourned at 4:15 p.m.